

Corporate Communications Executive

Education & experience: Bachelor/Masters of Science & Technology, Mass Communication, Public Relation with 2-3 years' experience. Freshers with high aptitude in the above may be considered.

Location: Delhi NCR

Job Description

Excellent communication skills, both verbal (i.e. presentation skills) and written (i.e. briefing documents, reports, etc.) with good articulation.

Ability to Compose & Prepare Letters, Documents, Project Reports, etc.

Responsible for corporate communications and branding of companies Products & services in various online and print platforms such as LinkedIn, Facebook, industry forums and industry magazines.

Work with and participate in internal and external debriefs.

Very strong interpersonal skills. Ability to handle companies' in-bound and outbound calls.

Excellent Microsoft Office (Word, Excel, Power Point, Outlook) skills.

Experience: Some experience in Healthcare and Pharma industry will be added advantage

Number of Position: 1

Interested candidate may apply online immediately

Contact: -

Vaxfarm Life Sciences

BSC BioNEST Bio-Incubator
Regional Centre for Biotechnology
NCR Biotech Science Cluster
3rd Milestone, Faridabad-Gurugram Expressway
Faridabad - 121 001
Haryana (NCR Delhi), India

email: - vaxfarm@rediffmail.com

Disclaimer: This opportunity is available with BBB incubated company. Please note that this position has no relationship with Regional Centre for Biotechnology.